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October 17, 2016

TO THE ADMINISTRATOR ADDRESSED:

ACTION REQUIRED

SUBJECT: Required Nonpublic Day and Residential Application and Data Collection for

Districts

The purpose of this letter is to notify districts of a new system for electronic collection of nonpublic placement notification and funding information for students with disabilities who have been placed in an approved nonpublic facility by an admission, review, and dismissal (ARD) committee in order to receive a free appropriate public education (FAPE).

Previously districts have reported through physical documentation to TEA regarding students with disabilities receiving educational services in nonpublic facilities for day and residential placements. The new *Nonpublic/High Cost Funds* system for electronic data collection will streamline the process for submitting documentation of compliance with notification and reporting requirements. Documentation will now be collected through an existing Texas Education Agency Secure Environment (TEASE) specific application. Existing *High Cost Funds* users need not reapply for TEASE access to use the new nonpublic system.

The *Nonpublic/High Cost Funds* application is accessible through TEASE beginning on October 10, 2016. Application submission for students continuing in a nonpublic placement from the 2015-2016 school year are due by December 1, 2016.

Districts that currently do not have access and are required to complete the data collection can access *Nonpublic/High Cost Funds* by submitting an online request for access by following the instructions on the TEA website at http://tea.texas.gov/index4.aspx?id=25769818165.

Additional guidance and resources regarding the *Nonpublic/High Cost Funds* notification and funding application are available on the TEA website at: http://tea.texas.gov/Curriculum_and_Instructional_Programs/Special_Education/Programs_and_Services/Nonpublic_Day_and_Residential_Guidance.

If you need assistance completing the *Nonpublic/High Cost Funds* application, please contact the Education Service Center (ESC) special education specialist at the phone numbers available from the TEA website at http://www.tea.state.tx.us/regional_services/esc/, or contact the Division of IDEA Support at npdayandres@tea.texas.gov or (512) 463-9414.

Sincerely,

Gene Lenz Senior Director, IDEA Support

cc: ESC Special Education Contacts